

CALL TO ORDER

The regular meeting of the Clayton County Conservation Board was held Tuesday, March 12, 2019 at Osborne. Vice Chairman, Daryl Landsgard, called the meeting to order at 6:00 p.m. Other members present were Marilyn Lenth, Larry Stone, Pam Vaske and Gary Kregel. Staff present were Jenna Pollock and Molly Scherf.

AGENDA

Vaske made a motion to approve the agenda, Stone seconded it and the motion passed.

MINUTES

Stone made a motion to approve the January minutes, Vaske seconded and motion passed.
Stone made a motion to approve the February minutes, Vaske seconded and motion passed.

CLAIMS

Stone made a motion to approve the claims, seconded by Vaske and motion carried.

FINANCIAL REPORT

The report was reviewed by the board. Scherf reported some discrepancies with journal entries in wrong line but they don't change the overall total. Vaske made a motion to approve, Stone seconded it and the motion passed.

OLD BUSINESS

1. FY2020 Budget Hearing – Pollock and Stone attended the budget hearing March 12th. They believe the only changes were to healthcare and salary lines. Basic operations are \$675,261 and capital projects are \$290,000.
2. Review Director Evaluation – evaluations occurred with the Board and Pollock.

NEW BUSINESS

1. *Consider bids for pickup replacement of 1999 Dodge 2500 snowplow pickup* – Pollock sent bids out to 4 dealerships. Only one returned a bid.

Bid 1 – Torkelson's \$28,684 with everything. Baseline \$29,744, trade in \$2,300, add ons \$1,240.

Kregel made a motion to accept the bid from Torkelson's for \$28,684. Lenth seconded it and the motion passed.

2. *Consider City Laundry Contract* – Pollock spoke to the company asking if conservation could combine contracts with other county offices and save money. The recommendation was made to sign the 1 year contract and look into combining with other departments in 2020. Lenth made a motion sign the contract that expires in 2020, Vaske seconded it and the motion passed.

3. *Consider Contract on Becker Ground* – 2 bids were received by the deadline.

Bid 1: Jason Bittner \$151.49/acre and requests to chop one field and seed rye cover crop.

Bid 2: John Thompson \$185/acre

Kregel made a motion to accept John Thompson's bid of \$185/acre, Stone seconded it and the motion passed.

4. *Consider DOT Contract* – Pollock reported that the DOT would like the language changed but dollar amount of \$64,350.78 is correct. Stone made a motion to approve, subject to assistant county attorney looking over the contract. Lenth seconded and the motion passed.

5. *Consider Fish Habitat Grant Agreement* – Pollock reported that this grant is for the 100ft section of the Volga River bank. This grant is for \$10,500 with a \$2,000 local cash match. Kregel made a motion to approve Slocum signing this agreement, Vaske seconded and the motion passed.

1. That the project described herein shall be completed by **December 31, 2020**.
 2. That the County shall be responsible for maintenance and all expenses related thereto after completion of the project.
 3. That any property acquired shall be used for fish habitat purposes and no incompatible uses or changes in the property will be allowed. The public shall have access to the property upon such conditions as the County and the Department shall mutually agree upon.
 4. That the property and its use shall remain subject to the regulatory authority of the Department.
 5. That the applicable provisions of 571 I.A.C. Chapter 35 and the grant application is hereby incorporated into this agreement.
 6. That the property or any part thereof may not pass from the control of the County or be encumbered in any way without the written approval of the Department.
 7. That the remedies for unlawful use or disposal of the property set forth in 571 I.A.C. Chapter 35 shall be applicable and additional to any other remedies available by law.
 8. Availability of Funds: If funds anticipated for the continued fulfillment of this agreement are at any time not forthcoming or insufficient, either through the failure of the State of Iowa to appropriate funds, or discontinuance or material alteration of the program under which funds were provided, then the Department shall have the right to terminate the agreement without penalty.
 9. An eighty (80) percent advance reimbursement of a development grant may be requested through a letter of request, to the DNR Contact on the first page of this Agreement.
 10. Upon written approval of the appraisal(s), a maximum of ninety (90) percent of the acquisition costs, up to the grant amount, may be made directly to the land seller, if requested in the application and approved by the commission, or the Grantee, by submitting a letter of request and the following documents:
 - title opinion showing title is clear and marketable;
 - offer to buy.
- Acquisition costs include the lesser of the purchase price paid for the project lands by the grantee, or their fair market value established by a DNR approved appraisal.**
11. The following documents are required upon completion of an acquisition:
 - title opinion showing title is clear and marketable;
 - offer to buy;
 - copy of the recorded deed naming the grantee as owner, and canceled check from landowner;
 - copy of the recorded groundwater hazard statement(s);
 - copies of invoices and canceled checks for eligible incidental costs.
 12. Final reimbursement of a development award will be made when the project is completed and the grantee submits a letter of request, or the Project Billing Form, along with the following required documents:
 - copies of invoices, contracts and canceled checks for 100 percent of the grant award;
 - contracted development work requires; a copy of the signed contract and payments;
 - pictures of the completed project.

THIS AGREEMENT entered into under the authority of action taken at an official meeting of the CLAYTON CCB of CLAYTON County, Iowa, on the 12th day of March, 2019, all as shown in the minutes thereof, and by approval of the Department of Natural Resources.

6. Consider TAP Application Resolution for PHT Extension – Pollock reported that this application is for the Pony Hollow Trail extension that will cross Grape Road and go through the oxbow along Hwy 13. Requested \$190,000 (only \$170,000 available through TAP, but anticipating FLEX funds) and total project cost is \$2 million. Pollock anticipates 1.5 million from other sources. Stone made a motion to give Pollock permission to sign resolution, Lenth seconded and the motion passed.

DIRECTOR'S REPORT

Pollock spoke to the board about TRRC collaboration and her thoughts on it. Kregel questioned whether TRRC supports projects in Clayton County besides the Elkader to Elgin Trail.

Bloody Run Park needs to have boundary lines and easements reviewed by State, County, and private landowners. The roadway is one lane and difficult for county to maintain. Pollock suggests removal of brush to allow easier access for the large road equipment.

Pollock also shared communications that have come to her. One is from Great River Care Center requesting paved paths in the animal exhibit for people in wheelchairs. The board discussed having a contractor check it out and see if it could have new lime chips placed and rolled to firm up the trail or look into grants to have it asphalted/paved.

The Welcome Center had 9 groups and 22 guests outside of programming. 35 programs presented to 75 groups, 1576 youth, 435 adults for 58.75 hours, and 2 volunteers

UPCOMING PROGRAMS/EVENTS

March 16	Motor Motor 5K
March 21	OWLS
March 27	Don Smalley – Climbing Denali

ADJOURNED

Motion was made by Landsgard to adjourn the meeting, seconded by Lenth and motion carried.

NEXT MEETING -- April 9, 2019 6:00pm Osborne